



Food Safety
and Inspection
Service

Food Inspector

Competition Notice

Announcement No.
FSIS-1863-1

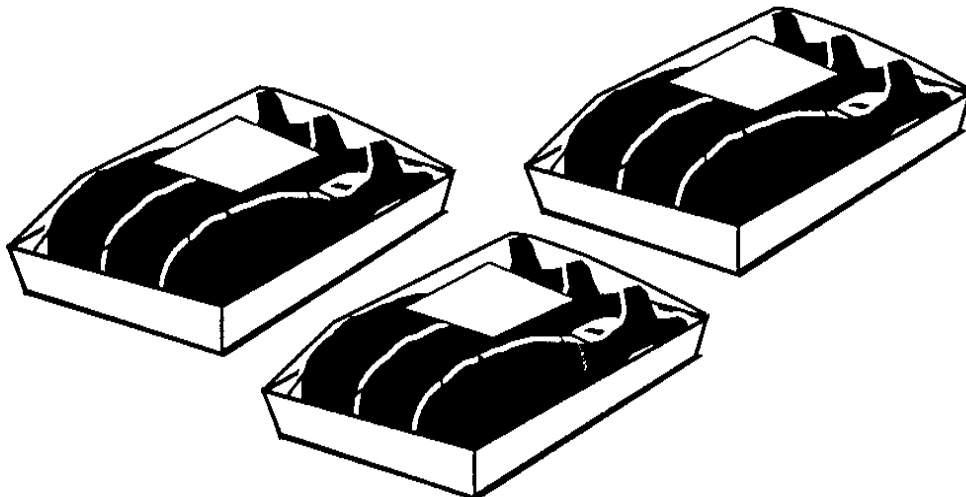
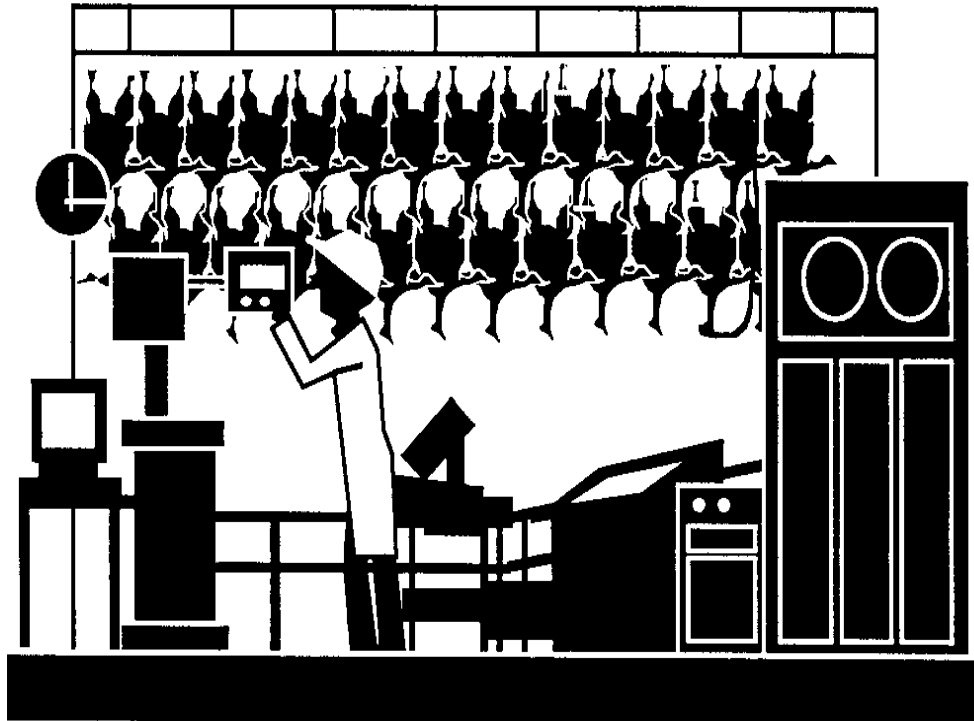
GS-1863-5 and 7

Issued
February 1, 1989

* Open Continuously

Revised
February 1997

This supersedes Announcement No. 451, dated December, 1985.



* Certain locations and grades may close periodically. Amendments to this announcement will be available in Federal Job Information Centers, when locations or grades are closed.

Description of Work

Food Inspectors in the Federal Government inspect the slaughter and processing of food animals in privately-owned meat or poultry slaughter and processing plants. They ensure that the product is fit for human consumption in compliance with Federal laws governing the wholesomeness and purity of meat and poultry products. This is accomplished through ante-mortem inspection involving a visual examination of the live animal or poultry prior to slaughter, and post-mortem inspection to determine that the product is not contaminated and that sanitation procedures are maintained.

Processing Food Inspectors inspect processed meat and poultry products, and all other ingredients contained in the final product. This includes frozen dinners, canned goods, and cured and smoked products. In processing plants, they monitor operations to make sure the plant adheres to approved procedures and labeling guidelines.

Federal Food Inspectors work in highly mechanized plant environments near operating machinery with moving parts; with poultry or livestock in confined areas; in extreme temperatures and on slippery floors. The duties often require working with sharp knives, hands in water, moderate lifting, and walking or standing for long periods.

As a Federal Food Inspector, you will be working in an ever-changing environment. Also, as a Federal official, you will be required to uphold the integrity of the regulatory process. You will acquire the skills necessary to balance the industry's desire for productivity against the public's right to protection against unsafe or inferior food products.

Location of Positions

The primary employer of Federal Inspectors is the U.S. Department of Agriculture's Food Safety and Inspection Service (FSIS), hiring several hundred inspectors per year. Positions are located throughout the United States and Puerto Rico, at plants ranging from small facilities to large mechanized assembly line operations. Plants are located both in large metropolitan areas, as well as in rural locations, close to animal supply sources.

At the time the written test is taken, you will be asked to identify the areas of the United States where you are willing to accept a job as a Food Inspector. You should indicate interest only in the zones where you are willing to work for an indefinite period of time. If selected for a Food Inspector position, any move you request to a different location is likely to take two or more years.

Citizen Requirements

Under Federal law, only U.S. citizens or those owing permanent allegiance to the United States (e.g., Natives of American Samoa as a group) may compete in Federal civil service examinations to receive appointments in the competitive civil service.

Training/Advancement

Most inspectors are trained in the slaughter inspection specialization, while the remainder specialize in processed products inspection. GS-5 level trainees perform the simpler inspection work and receive on-the-job training in the rules, regulations, techniques, and responsibilities of the position. Those assigned to slaughter inspection are trained to detect physical and behavioral abnormalities in live animals, and head, viscera and carcass irregularities that would make products unfit for human consumption. Those specializing in processed products are trained in food sanitation and processing operations, and the theories of public health sanitation applicable to food processing. An inspector's assigned specialization (e.g., slaughter or processing inspection) is determined by the work requirements of the position and is not determined by the applicant.

Food Inspector positions are filled at the GS-5 or GS-7 grade levels. If you are appointed at the GS-5 level, you will be eligible for promotion to GS-7 after one year of satisfactory performance. Opportunities above GS-7 are available through competitive promotion procedures.

Qualification Requirements

TO QUALIFY FOR THE JOB, YOU MUST MEET THE QUALIFICATION REQUIREMENTS LISTED BELOW AND PASS A WRITTEN TEST.

Information on dates and locations of written tests is in the enclosed **Test Schedule** with this announcement. The **Test Schedule** is also available at the address on page 7, or at Office of Personnel Management Federal Job Information Centers.

GS-5

In addition to passing the written test, to qualify at the GS-5 level you must have one year of full-time specialized experience. This experience must have been obtained since your 16th birthday.

Qualifying specialized experience must demonstrate the applicant's knowledge, judgment, interpretive ability, and technical skill associated with the production of a finished product which meets all prescribed standards of quality and conforms with approved production methods. **YOU MUST PROVIDE SPECIFIC EXAMPLES TO DEMONSTRATE POSSESSION OF THESE KNOWLEDGES, JUDGEMENTS, INTERPRETIVE ABILITY AND SKILL LEVELS!** Specialized experience includes, but is not limited to, the following examples:

1. Work experience in a slaughter or processing plant, or a comparable manufacturing and production activity which prepares food for human consumption. This experience should demonstrate skills in sorting good from bad; applying, interpreting, and explaining standards, making decisions, and communicating with others. Non-technical repetitive functions are not qualifying.
2. Work experience as a meat cutter/butcher in a wholesale or retail meat/poultry business, provided that a full range of responsible duties are performed such as cutting or butchering, sanitation, dealing with customers, meeting customer standards, use of judgment, interpretation of various requirements, and sorting acceptable from unacceptable. Deli slicing and assembly of sandwich items or meat wrapping are not qualifying.
3. Quality control or laboratory experience in the food industry or other similar production environments working with products for consumption by humans or animals (ingested/injected).
4. Managerial or supervisory responsibility in a food or livestock industry which demonstrates the applicant applied and has effective skills in communicating job requirements, evaluating results of work methods or processes, applying instruction, and interpreting standards or instructions.
5. Work experience as a chef or cook in a commercial establishment which demonstrates responsibility for proper food preparation, handling and sanitation practices. Fast food experience as a grill attendant, serving line attendant, or cashier does not demonstrate possession of these skills.

Substitution of Education:

Undergraduate education may be substituted for experience at the GS-5 level as follows:

Successful completion of a full 4-year course of study leading to a bachelor's degree in an accredited college or university, that included 12 semester hours in the biological, physical, mathematical, or agricultural sciences. ***(To receive credit for your college degree, you must provide a copy of your transcript with your application or resume.)***

GS-7

To qualify at the GS-7 level, applicants must pass the written test and have one year of full-time specialized experience at or equivalent to the GS-5 level. (Note: Education cannot be substituted for experience to qualify above the GS-5 level.) Specialized

experience is regulatory food inspection work which involved either ante- and post-mortem inspection of red meat, poultry, fish, or seafood; or, inspection of processed products involving red meat, poultry, fish, seafood, or egg products. This experience must have demonstrated the following knowledge and abilities:

- Knowledge of general sanitation practices, laws and regulations governing the food industry;
- Knowledge of Federal laws and regulations pertaining to fitness of red meat animals, poultry, fish, or seafood for human consumption; or knowledge of Federal laws and regulations applicable to the processing of red meat, poultry, fish, seafood, or egg products; AND
- Ability to communicate effectively with supervisors and workers in the food industry.

Basis of Rating

Applicants who pass the written test and are eligible at the GS-5 level will be ranked according to their test scores. Applicants who are eligible at the GS-7 level, who pass the written test, will be rated based on an evaluation of experience and training, described in their application.

Physical Requirements

The duties of a Food Inspector are performed in a hazardous working environment. Therefore, applicants must be physically and mentally able to efficiently perform the job functions, without hazard to themselves and others. To effectively perform the duties of a Food Inspector, and reduce the possibility of injury to self or others, stringent physical requirements are in effect.

Specifically, full range of motion is required for rapid repetitive twisting and working with arms above shoulder level as well as standing and walking on slippery and uneven floors and catwalks, and climbing stairs and ladders. Applicants must be able to lift, carry, push and pull up to 44 pounds. Manual dexterity of the upper body, including arms, hands, and fingers with a normal sense of touch in both hands is mandatory. Individuals with chronic dermatitis of the hands will be disqualified.

In addition, applicants must be free of chronic eye disease, have good near and distance vision and have the ability to distinguish shades of color. Any significant degree of color blindness (25 percent or more error rate on approved color plate test) is disqualifying.

The ability to hear and understand conversational voice is required. The above requirements are not all inclusive.

How to Apply

To receive consideration for Federal Employment as a Food Inspector, you *must* submit the following:

1. The Optional Application for Federal Employment (Optional Form 612), the Application for Federal Employment (Standard Form 171), a resume, **OR** any other written format you choose. **SEND ONLY ONE OF THESE!** Your application or resume should include the following:

Job Information: Include the title and number of this announcement (Food Inspector FSIS-1863-1) and the lowest grade you will accept.

Personal information: 1) Your full name, 2) mailing address (with zip code), 3) daytime phone (with area code), 4) social security number, and 5) a statement that you are a U.S. citizen.

Work experience: All paid and non-paid work experience. Be sure to include: 1) job title (if a Federal job, note series and grade), 2) duties and accomplishments—be *specific*, and address, 4) supervisor's name and phone number, 5) starting and ending dates (month and year), 6) hours per week, and 7) salary. **INDICATE IF WE MAY CONTACT YOUR CURRENT SUPERVISOR.**

Education: Provide the highest education level completed. **Remember-a bachelor's degree is the lowest level of creditable education.** If you have related college study at this level, send a copy of your transcript.

Other Qualifications: You may also submit the following information (**DO NOT SEND DOCUMENTS**):

- 1) job-related skills; for example, computer software/hardware;
- 2) current related licenses;
- 3) any honors, awards, publications, memberships in professional or honorary societies, public speaking, or leadership activities; and
- 4) training courses.

IMPORTANT NOTE: *If your application or resume does not clearly demonstrate that you meet the qualification requirements for this occupation, OR if you fail to submit a completed application or resume, no action will be taken and all documents you have provided will be returned to you.*

2. A completed Test Scheduling Card (on last page of this Notice):

If, after a review of your application or resume, it is determined that you qualify for this occupation, your Test Scheduling Card will be processed to register you for the test.

A list of test locations is enclosed. Indicate only **ONE** test location in Block 5 on the Card. Test Scheduling Cards must be postmarked no later than the **date indicated on the enclosed Test Schedule**. Written notification of the exact date, time, and location of the test will be sent to you approximately two weeks before the test.

After the test, the results will be mailed to you. If you pass the test, you will then be placed on the List of Eligibles. You will receive consideration for employment for a one-year period, during which time the test may not be retaken. You will need to pass the written test only once, for both the GS-5 and GS-7 levels.

3. **Veteran's Preference:** You may be eligible for veteran's preference if you served in the United States Military and received an honorable or general discharge. Service after October 15, 1976, requires a Campaign Badge, Expeditionary Medal, or service-connected disability.

To claim veteran's preference, attach a copy of your Certificate of Release, Discharge from Active Duty (DD-214), or other proof of eligibility.

If applicable, attach the Application for 10-Point Veteran Preference (Standard Form 15) and the supporting documentation listed on the SF-15.

THE DEADLINE FOR RECEIPT OF YOUR APPLICATION OR RESUME AND THE TEST SCHEDULING CARD WILL NOT BE EXTENDED UNDER ANY CIRCUMSTANCES.

The above information is requested in accordance with the provisions of the Privacy Act. See Privacy Act and Public Burden Statements on the enclosed Optional Form 612.

Where to Obtain Forms

The forms listed above may be obtained by writing to the address on the following page, or from the Federal Job Information Center (FJIC) nearest to your residence. FJIC's are listed under the Office of Personnel Management in the "U.S. Government" heading of major metropolitan area telephone directories. You may also obtain the address of the nearest FJIC by contacting your local State Job Service (or State Employment Security) Office.

Where to File

Mail your application and Test Scheduling Card to the following address:

U.S. Department of Agriculture
Food Safety and Inspection Service
POB-Recruitment and Examining Section
Butler Square West, 4th Floor
100 North Sixth Street
Minneapolis, MN 55403

(Note: Neither this office or the Office of Personnel Management has a connection with any private employment agency, "civil service" school or published study guide for Food Inspector jobs. No "civil service" school, employment agency, or publication can guarantee that you will rank high enough on a list of eligible applicants to be offered a job with the Federal Government.)

Conflict of Interest Policy

The Food Safety and Inspection Service prohibits the assignment of employees to any establishment where existing circumstances might prevent impartial performance of assigned duties. Such a situation is considered a conflict of interest.

The following are specifically prohibited situations:

1. An appointment to perform official inspection or related duties at an establishment where you have been employed for more than 90 days during the past 3 years.
2. An appointment to any establishment which employs a member of your immediate family (i.e., parent, spouse, child, or sibling) or which employs other family members living in your household. These include immediate family in-laws, stepparents, stepchildren, grandparents and grandchildren.
3. An appointment to perform these duties at an establishment, tenant, or subsidiary thereof, from which you receive an annuity or pension.
4. An appointment to any establishment which employs your family member (above) in a supervisory, managerial, or policy making capacity, even if that person does not live in your household.

Other Important Information

The law prohibits political recommendations for employment or other personnel actions. Federal agencies may not accept or consider such recommendations (either oral or written) from members of Congress, elected state and local government officials, political party officials, or others based on political affiliation.

If you receive a Federal annuity (military and civilian), your salary or annuity may be reduced if you accept a Federal job.

If you are a male over age 18 who was born after December 31, 1959, you must have registered with the Selective Service System (or have an exemption) to be eligible for a Federal job.

The law prohibits public officials from appointing, promoting, or recommending their relatives.

We are required to comply with court-ordered garnishments for child support or commercial debts. If you accept a Federal job, and have delinquent debts, we are required to garnish your salary if served with a court order.

Equal Employment Opportunity

The United States Department of Agriculture (USDA) prohibits discrimination in its programs on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, and marital and familial status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (braille, large print, audiotape, etc.) should contact the USDA Office of Communications at (202) 720-2791.

To file a complaint, write the Secretary of Agriculture, U.S. Department of Agriculture, Washington, D.C., 20250, or call 1-800-245-6340 (voice) or (202) 720-1127 (TDD).

USDA is an equal employment opportunity employer.

FOOD INSPECTOR

1. NAME (Last, First, MI)	2. DATE OF BIRTH (Month/Day/Year)
3. YOUR ADDRESS (Street and Number or R.D., City, State & ZIP Code)	
4. TELEPHONE NO. (Including Area Code)	
5. WHERE DO YOU WISH TO TAKE THE WRITTEN TEST?	

1. TITLE OF EXAMINATION/ANNOUNCEMENT NO.	2. YOUR SOCIAL SECURITY NO.	3. YOUR TELEPHONE NO.
FOOD INSPECTOR/FSSIS-1863-1		
5. IN WHICH LOCATION DO YOU WISH TO TAKE THE TEST? (City) (State) Your choice affects when you will be tested -- SEE TEST CALENDAR.		
6. ARE YOU A UNITED STATES CITIZEN? YES NO NOTE: Only U.S. Citizens can be tested. If you have performed active duty in the Armed Forces of the United States and were separated under honorable conditions, indicate periods of service. From (Mo./Day/Yr.) To (Mo./Day/Yr.) Do you claim veteran preference? No Yes If YES, based on: <input type="checkbox"/> (1) Active duty in the Armed Forces of the U.S. during wartime or the period April 28, 1952 through July 1, 1955. (2) More than 180 consecutive days of active duty (other than for training) at least part of which must have been served after January 1, 1955 and before October 15, 1976. OR <input type="checkbox"/> (3) Award of a campaign badge or service medal. <input type="checkbox"/> Your Status as (1) A disabled veteran or a veteran who was awarded the Purple Heart for wounds or injuries received in action. (2) A veteran's widow who has not remarried. (3) The wife of an ex-serviceman who has a service-connected disability which disqualifies him for civil appointment. OR <input type="checkbox"/> (4) The widowed, divorced or separated mother of an ex-service son or daughter who died in action or who is totally and permanently disabled.		
7. HOW DID YOU LEARN ABOUT FSSIS FOOD INSPECTOR POSITIONS (check one or more)? <input type="checkbox"/> OPM Office <input type="checkbox"/> FSSIS Employee <input type="checkbox"/> State Employment Office <input type="checkbox"/> Advertisement (specify publication): Job/Career Fair Other (specify): FIRST, MIDDLE AND LAST NAME NUMBER AND STREET, OR R.D. OR P.O. BOX NO. CITY, STATE, AND ZIP CODE (required)		
APPLICATION FOR WRITTEN TEST See Privacy Act Statement		

Old Army 874-110

Form 10180A

4. Check here if you observe the Sabbath or religious holiday on a day other than Sunday (specify day) or have a disability that will require a special or individual testing arrangement. Specify the nature and degree of your disability and the special arrangement you will need. Attach another sheet if needed.

DO NOT WRITE
IN THIS SPACE